**Resume**

Putta Rashi

Email id: puttarashi1612@gmail.com

Mobile No: 6304561599

**CAREER OBJECTIVE**

To secure a challenging position where I can effectively contribute my skills and Knowledge to grow along with the organization.

**Experience**: **11/11/2022 Joining Date**

**Ardor IT Solutions (Panjagutta)**

* As a Bench sales executive has expertise in sales activity of bench consultants.
* Well versed with Marketing Bench Consultant (H1B, GC, and EAD, US Citizen, OPT).
* Proven successful sales record in the IT Staffing and Consulting Industry.
* Maintaining Good interpersonal Relation with the Client and the Vendors.
* Daily try to collect New Tier-1 Vendor Database.
* Ability to work Independent and an Open attitude towards learning are key traits.
* Good Experience in using Job Portals like Monster, Career Builder, Dice, LinkedIn, Tech Fetch, Bench Info etc.
* Create an HOT list of consultants and post it to my Contacts and Google groups on Daily Basis.
* Intimate the entire team regarding client submissions to avoid duplications.
* Having Knowledge of Corp-to-Corp, 1099, W2 Tax Terms.
* Experience in Complete sales cycle management i.e., right from submitting a proposal to closing.

**TECHNICAL SKILLS**

Packages :MS Office

Operating Systems : Windows 7, Windors XP

**CERTIFICATES**

* Certificate of Employability Skills Training Program
* Certificate of ITCR (Computer fundamentals, MSoffice, Internet)

**EXPIERENCE**

● worked in Ardor IT Solutions as a Bench Sales Recruiter From 11/11/22 to 09/01/24.

**MY STRENGTHS**

* Good communication skills and leadership qualities.
* Commitment, Good Ability to Focus.
* Self-confident and optimistic.
* Languages: English, Hindi and Telugu.

**EXTRA CURICULM ACTIVITIES**

* Participated in cultural events organized in college.
* Organized inter college poster competition.
* Active member in Street Cause Gold, Non-Government Organization

**DECLARATION**

I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

Place: Hyderabad (**TAILAM SHRAVANI**)

Date: